

- I. Call to Order: 8:08 AM
- II. Roll Call: Absent: Architecture; Art; Communication & Information; Computer Sciences; Digital Sciences; Music
- III. Approval of minutes from December 6, 2019
 - A. Motion: Psychological Sciences
 - B. Second: Geography
 - C. All in favor. No opposed. No abstentions.
- IV. **Kenneth Burhanna (kburhann@kent.edu) & Kara Robinson (krobinso@kent.edu)-**
Dean of University Libraries
 - A. Ken Burhanna: We are on a mission to have a continuous dialogue with our constituency. You may have seen a survey from us recently. We appreciate you filling that out. We are in the process of doing self-study. Today we wanted to talk to you about reform around the study carrels in the university library. We have been analyzing and evaluating our library space. Kara Robinson has been leading on this. She has been talking to various user groups about this.
 - B. Kara Robinson: The library, when it was built, had individual carrels on floors 4 through 12. Over the years, we've had attrition. The carrels have become other things (e.g., office, writing centers, and so on). The carrels have traditionally been parsed out on an individual basis to Dissertation II students and faculty. We noticed over the years the distribution between the two was way out of whack. There were far more faculty than Dissertation II students. The most common thing we hear from students. "I need space." We met with GSS last year, USG, and our own advisory board. Last year we did something to make one floor more accessible. We took all of the carrel holders from the 6th floor and were able to move them to other floors. We replaced the opaque glass with clear glass and opened them up for people to book them for up to two hours per day during the week. They are available to everyone. The biggest change is that the 6th floor is much lighter and brighter thanks to the clear glass. It's amazing the difference it makes. We're looking to do that again. We're looking for a method in which we can have more than one carrel per person. Right now, we've noticed a lot of people use the carrels as storage space rather than actually working there. So, we need to find another way for them to store these materials but not block others from using those carrels. We're thinking of coming up with a carrel storage system in which you could have access to a locker to share your materials. We might actually do some co-located stash spaces. There are two rooms on each of the floors that have no windows that we think may put the lockers in there.
 1. Ken: Yeah, those aren't fit for people.
 - C. Kara: If we do that, the plan is to make the change on the 8th floor. That's the quiet study floor in the building. In the evening if they aren't being used, the carrels would be open to others.
 1. Ken: What Kara is describing is to make more space available to other users, including you all because graduate students are core users. After

we flipped the 6th floor, we were able to double the amount of space. It had the extra benefits of really brightening up the floor. The deal would be that we would try to figure out scheduling for the other floors because they won't be all the same. I should say, I took this to the Provost who is now our president and when I told him the carrels were being taken up by faculty, he said "Oh my gosh! You can't do that! I would've never finished my first book if it weren't for those carrels." That alerted me that we need to talk to faculty too. They do need to have access as well if need be. What are your reactions or thoughts? One more thing I'd say, we talked to the Executive Board last year to investigate what available space is in each department. They found some departments had nice spaces for graduate students and other departments had nothing. If we had an understanding of this, then we could somehow give priority to the students who really need it. That's a thought we had as well.

2. Kara: The process now is, if you ask, we assign you one or you get on the waiting list. We'd like to have some sort of methodology for assigning priority. We want to improve the process. One of our goals is to make sure you know this is available so more folks have the opportunity to use these spaces.
3. Victoria: I have one on the 8th floor, and I use it every day. I only found out about it from another student, so I think advertising it, especially if you're going to keep it available to Dissertation II students is important. I think it's a great way for graduate students to have their own space. In my department, we have 40 people in one room, so I would love to see these kept for graduate students. I would definitely share my space if there was some sort of schedule.
4. Ken: We heard that last semester -- about advertising it. We had that conversation. We didn't start pushing it though because, until recently, we had a waitlist about several feet long.
5. Kara: There's no waitlist right now.
6. Ken: We would love to advertise it though. We can add that into graduate student orientation at the beginning of the year. I should also say we have also raised a little money to help improve those spaces. It will help us change the locks and stuff like that. We'd also like to know what those rooms need. There will be a limit, but if it needs some basic things, we want to hear some ideas.
7. Cindy Stillings: I have one thing for both of you. Thank you for supporting our Dissertation Bootcamps. Having those in the library next to the resources is just great. Thank you so much.
8. Ken: We're committed to finding space that works for you. I think we've even opened up a little early to accommodate the bootcamp.
9. Psychological Sciences: Are the 6th floor the only rooms that can be booked by hour?
 - Kara: Yes, we've only transformed the 6th floor thus far. The bulk of the other carrels are still rented out by semester.
 - Kenneth: The balance of the other ones in the tower, we'd look

to make some assignments using the locker/storage model. We'd have to have some discussion, but after, say, 9 p.m. or whatever makes sense, we would envision them being open to anyone who wants to study for awhile.

10. Biomedical sciences: How do you book them?

- Kara: Go to the website and click [study spaces](#). That's where you'll find the link for everything that is bookable.

11. TLC: Does that include the 8th floor?

- Kara: No, those are a different process. If you want an actual research carrel, the best thing to do is contact me directly. We're transitioning that over to Tom Warren. He and I will discuss scheduling.

12. Kenneth: Hopefully, next fall we'll be updating and sharing, there may be a revised application procedure. That's when we'd really advertise so graduate students know they are available.

13. Anna: Any other questions or concerns about this?

- No other discussion

V. Executive Board Reports

A. **Executive Chair** – Anna Solberg – asolberg@kent.edu

1. Introduction: Interim Vice President of Student Affairs Dr. Lamar Hylton (lhylton@kent.edu) & Interim Dean of Students Dr. Talea Drummer-Ferrell (tdrumme1@kent.edu)

- Dr. Drummer-Ferrell: Good morning! My name is Dr. Drummer Ferrel. We are coming to give our remarks and want to thank you for all that you do. We are very happy to be here. We are making stops at different organizations to let people know changes have happened but also to remind folks that we are a resource, and we are very excited to be a resource. We are on the 2nd floor of the KSC. The office of the Dean of Students is not too far from the market. The office for the Vice President of Student Affairs is slightly tucked away, but there is a big sign.
- Dr. Hylton: I'm always excited at the beginning of every semester to visit student organizations and those who are really making an impact on student experience. I see a lot of familiar faces in the room. You may have known me when I was the Dean of Students. We just wanted to be sure the transition was clear during the interim period. You have a phenomenal Executive Board advocating on your behalf. Thank you to Anna and her team. Thank you to your advisor, Dean Stillings. As we're thinking about how to be a student-ready university, we thank you for your advocacy. Thank you for getting up on a cold, icy Friday morning. The work that each of you do really does make a difference. As we continue to think about how we enhance the student experience, know that Dr. Drummer-Ferrel and I think about the graduate student experience often. We want to make sure the graduate student

voice is heard. We just wanted to come by and say hello.

- Dr. Drummer-Ferrel: We want to reiterate that we support our senates the same. We're continuing to find ways to enhance. This group is really fond to me. I participated in the Research Symposium in the past -- and won an award, so the heart is there!
- Dr. Stillings: Thank you both. I can testify that you are supporting this group of students and all students at Kent State.
- Anna: Thank you both for making time to squeeze us into your busy schedules.

2. **Kyle Reynolds** (kreynol3@kent.edu) & **Dr. Cindy Stillings** (cstillin@kent.edu) - Affinity groups (e.g., student parents, ABD students, students doing international research)

- Kyle Reynolds: I wanted to talk to you about a new idea we have been putting together surrounding affinity groups. Dr. Van Dulmen attended the Council for Graduate Schools Conference in December. He connected with a lot of institutions who use these affinity groups and had a lot of success creating a sense of belonging and promoting retention. Affinity groups are groups that are built around a common identity, purpose or area of interest. Sometimes these look like student groups and sometimes they are more informal. Here at Kent State we have groups that may already fit the bill of that (e.g., International Graduate Student Association, Black Graduate Association and Scientistas). We talked about groups related to graduate students who are parents and things around family leave policy, for example. These would be informal groups that would make recommendations to Graduate Studies, GSS, or G-DAC. These would be groups that would help inform or make recommendations related to policies or resources. A couple that we were thinking about graduate students who are parents, ABD students... Which other ones did we talk about?
 - Anna: Different types of research. Students on international travel.
- Cindy: It can be almost anything. People can get together and talk about any sort of issue. Think about it as something that brings you together. It doesn't have to be a group that is actionable. It can also just be, "We have this great idea, and we want to pass it on to someone else to move it forward." Think of it as more than a focus group but something that brings you together.
- Kyle: That's how this primarily differs from student organizations. There wouldn't be a leadership structure in which you'd be required to take action on things. It's really about bringing these things to action and connecting people with resources.

- Geology: is there any kind of work being done for child care for infant babies.
 - Cindy: We're just at the discussion stages for that. The CDC doesn't accept students under 18 months, correct? We're just now starting, but like we're beginning to talk about a family leave of absence policy, so that would be a really good group to have. People like me, I don't have any children, so I don't know what issues relate. We need to know what all the issues are. I know the CDC has a long waiting list, so even getting your child in there at age 2 requires being on the waiting list forever. Putting together an affinity group for graduate-student parents would be perfect because we don't always know all of the dimensions to an issue.
- Biological Sciences: You said "we are in the discussion." Who is the we?
 - Cindy: There is a group looking at graduate education, and there is the Graduate Dean's Advisory Council. You've heard me talk about those before. We're now looking at family leave policies, so when I say "we," it's initiated (most probably) by a group of administrators. However, all those calls for student voices, I've asked Anna to give me names. We're bringing a bunch of people together to ensure we do no harm. There's groups too numerous to mention that are working on a lot of graduate student issues. So, when Anna puts out a call for volunteers, please answer the call.

3. **Evan Faidley** (efaidley@kent.edu) - Career Advising

- Good morning! My name is Evan Faidley. I see a lot of familiar faces and a lot of new faces. I serve as your graduate assistant for the Division of Graduate Studies. I am a doctoral candidate - just passed my comps! - in Higher Education. This conversation is about advising. The Office of Career Exploration and the Division of Graduate Studies is coming together to form a first-time experience in career advising for graduate students. This is going to look like providing a space in Cartwright Hall where one can have a conversation about how to navigate the space (virtual and reality), connecting with others, networking, and how to show one's candidacy. This will look at the academy and the industry. I'm coming to the table with a lot of experience about how we can have the conversation, listen to your narrative and determine what are the next steps you can take. We want to set out a plan. "I want to be a professor." Great! What's your plan for how to get there? Logistics are coming. If you have any questions,

comments, or concerns, please let him know. This is a new approach that Kyle Reynolds has been very willing to support.

- Anthropology: A lot of people tell us not to go into anthropology because there's no jobs available. A lot of my colleagues are worried, so I think it's a great idea to have this service offered. Does the advising entail understanding job availability in your field?
- Evan: What I have gotten a lot of training in is thinking about Anthropology (or other specialties) as a big bucket and breaking it down into smaller fields. Then, we'd look at your skills, interests, and values as well as discuss how these skills relate to the big field and the small fields. That comes with a lot of years of experience -- and a lot of researching and Google-ing.
- Physics: Do you have any information about jobs after graduation? What about governmental-supported jobs?
 - Evan: Fellowships, post docs, and school-environment opportunities, I have had success helping people find those opportunities. It usually happens with the help of a faculty mentor. I am not an expert in all of your fields. Giving you the right narrative to talk to your faculty members about how to get the conversation going is what I am able to do.
- Evan: If you have any questions, please, please send me an email (efaidley@kent.edu).

4. Podiatric Medicine

- Anna: I talked about the College of Podiatric Medicine not having representation in GSS. They decided not to join GSS, which I think is mostly due to distance. However, I'm hoping we can continue to have conversation with them, so we can continue to keep the door open. If you know of anyone who doesn't have representation in GSS, please let me know so we can get them involved.

5. Administrative Searches

- Anna: There are several administrative searches going on at the University this semester. I know there is a hiring freeze going on, but I just want to be clear with you guys that these administrative searches are allowed to go on during the hiring freeze, which hopefully will be done this summer. One of them is for the Regional Vice President/Dean who would be working with the integration of all of the regional campuses and the Kent campus as well. This is allowed because it is a regional campus search. They are not on the hiring freeze.
- The second is for the Provost. It is an open search. This is allowed because the CAO committee urged the president that this needs to be filled. This is a position we can't continue to

have this on an interim basis. We need to have some stability in the university. Hopefully, we will have someone in a real position come summer. If you have any questions about any of this, I will try to be as transparent as possible.

- Evan Faidley: Will there be graduate student representation on the search committees?
 - Anna: Yes, there will be representation on both committees. We have sent in our nominations for the Regional Vice President/Dean. I am in the process of getting nominations for the provost search.

B. Executive Vice Chair – Victoria Reynolds – vreynol1@kent.edu

1. International Travel Award

- a. The ITA is open today. If you would like to do some international travel, please apply. The application window closes on March 6th. Please make sure all of your constituents know.
- b. If you or your constituents have received the ITA, you are required to present at the symposium. Please make sure to remind your constituents of this.

2. Committee reports

- a. No committee reports.
- b. Sociology: I serve on the University Diversity Action Council. I know we have the UDAC one online but there wasn't a spot for the student diversity council online. Could we add it?
 - i. Victoria: Yes, we can add it. Please send me the information.

3. Committee representation

- a. We need a new GSS rep for the Advisory Committee for Academic Assessment. They will be meeting two times this semester on two Thursdays. If you are free, please let me know.
 - i. Physics volunteered.

C. Finance Chair – Xin Hong – xhong1@kent.edu

1. Domestic Travel Award

- For the spring DTA, we received 162 complete applications and all of the complete applicants were awarded with \$450 per award. That makes the total awarded amount \$72,900. Please make sure you return the packet within 14 days of return from your travel.
- We received a significant number of applications from Psychological Sciences (35), Geography (17), and FLA (16). We did not receive any applications from the following academic units: Anthropology, Digital Sciences, Geology, and Economics. Please let me know if you know how to make sure we are getting applications from all departments.
- For the reimbursement packet, please submit a *paper* copy. Don't email the packet. For now, we can't accept electronic

submissions. Bring them to the drop box at our office.
Instructions are on the submission packet and online.

D. Advocacy Chair – A.J. Giorgi – agjorgi2@kent.edu

1. Kent State of Wellness update

- A.J.:The Kent State of Wellness met Dec. 16th. I'm just going to give you some information. This is a multi-point initiative with multiple groups working together across campus to improve student experience -- primarily the undergraduate student experience. They are working with the National Weather Service to get a certification for reporting on incimate weather, so we better know how to handle situations/closures such as those. They are revising a bunch of emergency plans across campus, so if you were previously unaware of your emergency plan, they are redoing them.
- They are also working with the Great Place Initiative to share more information about sexual and relationship violence. They've been doing some assessing of sexual health across campus -- especially in the undergraduate community. They are trying to figure out things as far as a comprehensive sexuality program and peer education because Portage County is particularly bad about sexual health education. They are trying to make that a little better campus wide.
- Mental health is obviously something that several groups are working on. They're discussing fees for both undergrad and grad students. Some things may be fluctuating because they're trying to have more counselors for us. They are also trying to focus more on faculty and staff through the help of HR.
- Some of the physical activity stuff they're looking into: They're looking (potentially) into a partnership with two different apps that would extend free subscription services to students to see what type of physical activity is going on around campus. They're also looking to install exercise equipment at other places outside of the Rec Center.
- They're also going to look into undergraduates' sleep patterns. If students opt in, they will be giving them special mattresses that will collect data on their sleep patterns.
- Currently, USG has a surplus of money that they're looking to use to create an outdoor exercise facility. It's unsure how big that will be or what that will be. There is talk of it being an adult playground.

2. Research Award

- Deadline to submit will be Monday March 2nd. It will likely be open before Monday. We want to give more money to you.
- If any of you are interested in becoming a member of the Research Award committee, please let A.J. know.

E. Research Symposium Chair – Srijana Bhandari – sbhandar3@kent.edu

1. Volunteers are needed for the Research Symposium.
 - In order to make sure your work is judged by an expert in your field, please ask your professors to volunteer. We also need all of you to volunteer in order to make the symposium a success.
2. We created an FAQ to answer all of your questions about the symposium. We will be uploading the FAQ shortly to the website.
3. We have negotiated with FedEx for a 20 to 25% discount for poster printing. Check back for additional information.
4. Statistics for the registration for the Graduate Research Symposium
 - As of now, we have 240 registrations. We have extended the deadline up to Feb. 15th. Please urge your constituents to register. Numbers by academic unit are included at the end of the minutes.
5. FLA: Did you tell the people who received the ITA that they need to participate?
 - Srjana: That's a great idea. We will send them an email reminder.

F. Info Services Chair – Grace Murray – gss.info@gmail.com

1. If you have published/presented recently, let us know. We'd like to spotlight you on social media.
2. Like us on [Facebook](#) and follow us on Twitter ([@KSUGSS](#))

V. Old Business

A. Approval of Charter

1. We did get the charter approved. I had sent it to the appropriate sources and there was a bit of confusion at the administration level. You don't need to know the technicalities of it, but it wasn't fully approved yet. We had a lawyer look through and make sure everything was OK. It is in the process of being looked at right now. We will have to do one more final approval at our next meeting. It has been going through the correct people, but we will still need that final approval from you all. It will be approved within this semester.

B. Committee to Review the Bylaws

1. Thank you all for attending the meeting Friday. We got the awards looked at and re-evaluated. It all looks very good. We are very excited about that. We are in conversation about potentially getting the SCA up and running this semester. Maybe getting in one round this semester? We are trying to get that up and running. We haven't had that going on this semester, so we're hoping to get that up and running soon.
2. The last bit of bylaws that doesn't include the awards, still needs to be looked at. We are still looking for people to serve on the Bylaw Committee. We don't want to have to go through this again. Please contact Liz Aulino (aulino@kent.edu) if you're interested.

VI. New Business

A. No New Business

VII. Announcements

A. Grad Fest tonight at 6 p.m. at Barfly. Pizza will be served!

VIII. Adjournment @ 9:16 AM

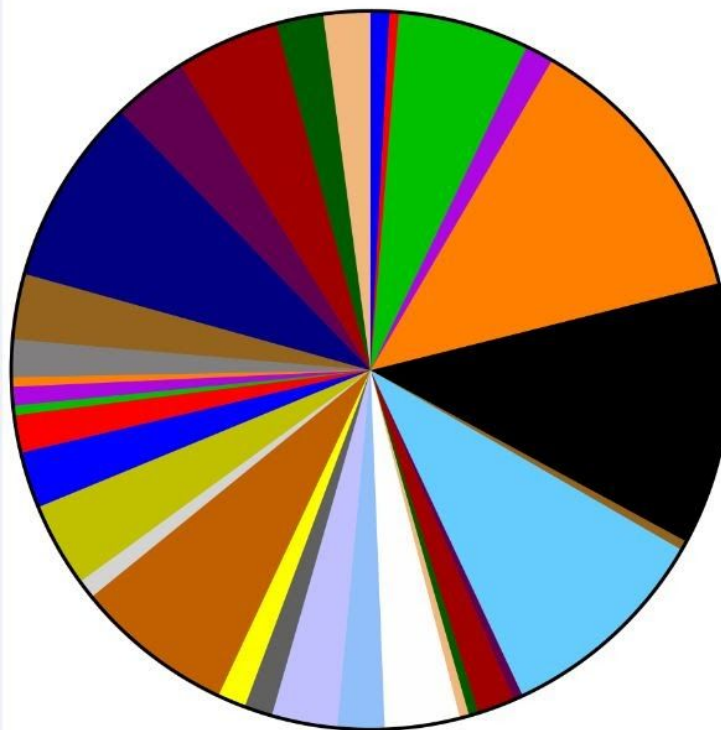
A. Motion: Chemistry & Biochemistry

B. Second: Physics

C. All in favor.

Constituencies with ZERO registrants so far-

1. Journalism and mass communication,
2. Library and information sciences,
3. Philosophy, and
4. Visual communication design



- Anthropology
- Applied Engineering, sustainability and Technology
- Architecture
- Art
- Biological Sciences
- Biomedical Sciences
- Business Administration
- Chemistry and Biochemistry
- Communication
- Computer Sciences
- Digital Sciences
- Economics
- English
- Fashion
- Foundation, Leadership, and Administration
- Geography
- Geology
- Health Sciences
- History
- Lifespan Development and Educational Sciences
- Liquid Crystal Institute
- Mathematics
- Modern and Classical Language Studies
- Music
- Nursing
- Physics
- Political Sciences
- Psychological Sciences
- Public Health
- Sociology
- Teaching, learning and curriculum
- Theater and Dance

Total=237